

Message Text

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ACTION SSM-05

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FOR SSM

E.O. 11652: N/A

TAGS: CONTRACTOR MANNING

REF: STAME 105410D

CHRISTIAN SENDS

1. THE CONTRACTOR MANNING REQUIREMENT AT CAIRO AND TEL AVIV HAS EVOLVED AS THE FUNCTIONS WERE CLEARLY DELINEATED AND REQUIREMENTS CHANGED. THERE HAS ALWAYS BEEN A MINIMUL REQUIREMENT AT CAIRO AND THE STAFFING HAS BEEN REDUCED FROM THREE TO ONLY ONE. THE REQUIREMENT AT TEL AVIV WAS VERY EXTENSIVE AND THE VOLUME OF ACTIONS WAS HEAVY. THE CONTRACTOR AND SUB CONTRACTORS HAVE A TOTAL OF 5 PERSONNEL NOW IN TEL AVIV. WHEN ZACHRY COMPLETES CONSTRUCTION THEIR TWO EMPLOYEES LOCATED IN TEL AVIV WILL BE PHASED OUT AND THE STAFF REDUCED TO 3 PERSONNEL.

2. CONTRACTOR STAFFING AT CAIRO DOES NOT PROVIDE SUPPORT TO SAFEHAVEN PERSONNEL BUT MANAGES A VILLA AS AN R&R FACILITY. THIS IS USED VERY LITTLE BY THE PERSONNEL CURRENTLY ASSIGNED, BUT IS VERY DESIRABLE FOR USE BY TDY PERSONNEL DUE TO THE HOTEL SHORTAGE IN CAIRO. THE U.S. STAFF COULD BE REPLACED BY AN EGYPTIAN EMPLOYEE WITH SLIGHTLY MORE SUPERVISION FROM MANAGEMENT AT THE SFM BASE SITE.

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3. THE CONTRACTOR STAFF OF 3 PERSONNEL AT TEL AVIV AFTER

ZACHRY COMPLETES CONSTRUCTION ARE FULLY JUSTIFIED BY THE VOLUME OF PERSONNEL PROCESSED AND SUPPLIES RECEIVED, CLEARED AND FORWARDED. THE SFM USG LIAISON OFFICER SIGNS ALL CUSTOM CLEARANCE DOCUMENTS AND THE CONTRACTOR COMPLETES THE PROCESSING AND COORDINATES TRANSPORTATION FOR MOVEMENT. THE CONTRACTOR STAFF MEETS PERSONNEL AT THE AIRFIELD, CONTROLS HOTEL ACCOMMODATIONS AND PROCESSES MAIL. THEY MAKE SMALL LOCAL PROCUREMENTS, ASSIST R&R PERSONNEL ABOUT TOURS AND BUY THE FOOD ITEMS FOR THE BASE.

4. THE GSO TYPE MAINTENANCE FOR SAFEHAVEN QUARTERS IN CAIRO IS BEING ACCOMPLISHED BY THE SFM ADMINISTRATIVE STAFF WITH ASSISTANCE FROM THE SFM LIAISON OFFICERS. IN TEL AVIV AN ISRAELI BUILDING MAINTENANCE FIRM IS PROVIDING MAINTENANCE SUPPORT FOR THE QUARTERS. NOW THAT THE RENOVATION OF QUARTERS IS ABOUT COMPLETE IN BOTH LOCATIONS THE USE OF E-SYSTEMS LOGISTIC STAFF IS NOT REQUIRED.

5. THE ACTUAL SUPPORT PROVIDED BY THE EMBASSY STAFFS AT CAIRO AND TEL AVIV IN THE PAST WAS EXTENSIVE AND IS GREATLY APPRECIATED. THEIR ADVICE AS TO LOCAL VENDORS AND SERVICE FACILITIES HAS BEEN USED IN THE PAST AND WILL CONTINUE TO BE NEEDED BUT ACTUALLY SUPPORT HAS BEEN REDUCED TO A LOW LEVEL. THE FUNCTIONS WHICH WILL CONTINUE TO REQUIRE EMBASSY STAFF SUPPORT FOR SFM AND THE MAN HOURS PER MONTH WE ESTIMATE TO BE REQUIRED ARE:

A. CAIRO - B&F OFFICE CASHES CHECKS FOR TDY PERSONNEL AND 4 DEPENDENT WIVES - 2 MAN HOURS.

B. CAIRO - C&R RECEIVES AND DISTRIBUTES MESSAGES, POUCHES, MAIL AND FPO SERVICES - 60 MAN HOURS.

C. CAIRO - SFM LIAISON OFFICER OCCUPIES A SMALL OFFICE WITH ONE PHONE - 30 MAN HOURS.

D. CAIRO - GSO CLEARS HHE FROM CUSTOMS HOWEVER ONLY ONE POV AND 1 SHIPMENT REMAIN TO BE CLEARED - NO MAN HOURS SHOWN.

E. TEL AVIV - C&R PROVIDES MESSAGE CENTER AND DISTRIBUTION OF OFFICIAL MAIL AND POUCH SERVICE. SFM MANAGEMENT DIVISION PROVIDES GSO TYPE SUPPORT TO SAFEHAVEN RESIDENTS.
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